



Report to the Auburn City Council

Action Item

5

Agenda Item No.

City Manager's Approval

To: Mayor and City Council Members
From: Robert Richardson, City Manager
Prepared by: Amy M. Lind, Deputy City Clerk
Date: November 14, 2011
Subject: Cancellation of Two City Council Meetings

The Issue

Shall the Auburn City Council cancel two regular scheduled meetings due to the holidays?

Conclusion and Recommendation

By **MOTION** approve the cancellation of the regular City Council meeting on the 4th Monday of November and the 4th Monday of December 2011.

Background

Chapter 4 of the Brown Act mandates that legislative bodies must set the time and place for regular meetings by ordinance, resolution, bylaws or similar formal rule for conducting business. The City of Auburn Municipal Code 30.01 states "the Council shall hold regular meetings on the second and fourth Mondays of each month at the hour of 6:00 p.m. at the Council Chambers of the City Hall." Further, the City Council customarily cancels the regular City Council meetings held on the fourth Monday in November and December due to the holidays.

Given the number of items required for City Council consideration during the Holidays this year, staff is recommending the following meeting calendar for the remaining portion of 2011.

November

14 – Regular Meeting
28 – Cancel Regular Meeting

December

5 – Council Reorganization Special Session
12 – Regular Council Meeting
26 – Cancel Regular Meeting

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